

**LOS ANGELES COUNTY
DEPARTMENT OF PUBLIC WORKS**

SAN GABRIEL VALLEY TRAFFIC FORUM

**ADVANCED TRAFFIC MANAGEMENT SYSTEM
IMPROVEMENT PROJECT**

CONTRACT NO. PW 12716

PROGRESS REPORT

For October, 2003

Prepared by:

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November 12th, 2003

1. TASK STATUS

1.1 ACCOMPLISHMENTS/MILESTONES

1.1.1 Meetings

#	Date	Method	Description
1	Oct 9, 2003	Meeting	TransCore Team "Internal" Kick-Off Meeting
2	Oct 16, 2003	Meeting	SGVTF Kick-Off Meeting
3	Oct 24, 2003	Telcon	TransCore Team Weekly Telcon
4	Oct 31, 2003	Telcon	TransCore Team Weekly Telcon

1.1.2 Documents Submitted

#	Date	Version	Title
1	Oct 16, 2003	Final	SGVTF – Kick-Off Meeting (Presentation Materials)
2	Oct 16, 2003	Draft	SGVTF – Agency Contact List
3	Oct 16, 2003	Draft	SGVTF – Project Description
4	Oct 16, 2003	Final	SGVTF – Project Schedule
5	Oct 16, 2003	Draft	SGVTF – Agency Interview/Survey Form
6	Oct 20, 2003	Final	SGVTF – 10/16/03 Kick-Off Meeting Summary
7	Oct 21, 2003	Final	SGVTF – Agency Breakdown (Group 1 & Group 2)
8	Oct 23, 2003	Final	SGVTF – Group 1 Interview/Survey Form
9	Oct 23, 2003	Final	SGVTF – Group 2 Interview/Survey Form
10	Oct 30, 2003	Final	SGVTF – Transit Agency Contacts & Questions
11	Oct 31, 2003	Interim	SGVTF – Agency Interview Schedule

1.1.3 Submitted Invoices

#	Date	Invoice # - Description	Amount
		None to date	

1.2 TASK STATUS - OVERVIEW

Task/Deliverable	Previous est. % Complete	Current est. % Complete	Complete Date (Planned)	Completion Date (Actual)
Task 1 - Project Management	0%	5%	10/26/04	
Task 2 - Preliminary/Conceptual Design				
Operational Objectives	0%	10%	11/25/03	
ATMS System Needs	0%	10%	11/25/03	
Task 2.3 - ConOps/System Requirements				
Initial SGVTF ConOps	0%	0%	12/11/03	
ATMS User Requirements	0%	0%	12/29/03	
ATMS Functional Requirements	0%	0%	12/29/03	
Agency Facility/System Requirements	0%	0%	12/29/03	
Sub-Regional Facility/System Requirements	0%	0%	1/13/04	
Integration User Requirements	0%	0%	1/21/04	
Integration Functional Requirements	0%	0%	1/21/04	
Communications Systems Requirements	0%	0%	1/28/04	
Task 2.4 - Area Architecture/LCCS Diagram	0%	0%	3/4/04	
Task 2.5 - Alternatives Analysis				
ATMS Alternatives	0%	0%	3/25/04	
Communications Alternatives	0%	0%	3/25/04	
LCCS Alternatives	0%	0%	3/18/04	
Systems Recommendations	0%	0%	4/8/04	
Task 2.6 - Conceptual Design Report				
ATMS Conceptual Design	0%	0%	6/4/04	
Communications Conceptual Design	0%	0%	5/13/04	
LCCS Conceptual Design	0%	0%	4/15/04	
Integrated Systems Conceptual Design	0%	0%	4/15/04	
Draft Conceptual Design	0%	0%	6/18/04	
Task 2.7 - O&M Plan	0%	0%	8/9/04	
Task 2.8 - Conceptual Design Workshop	0%	0%	8/16/04	
Task 2.9 - City Concurrence	0%	0%	9/7/04	
Task 2.10 - Final Conceptual Design	0%	0%	10/26/04	

1.3 TASKS IN PROGRESS

Task 1 – Project Management

- 10/6/03 – TransCore received County Notice-to-Proceed (NTP)
- 10/16/03 – SGVTF Kick-Off Meeting

Task 2 – Preliminary/Conceptual Design

- 10/23/03 – Developed “Final” Agency Interview/Survey Forms (Group 1 & Group 2)
- 10/31/03 – Scheduled 75% of Agency follow-up interviews/meetings

1.4 CLOSED TASKS

None at this time.

1.5 UPCOMING MILESTONES

11/25/03 – Operational Objectives & System Needs Report

2. ISSUES

2.1 CURRENT

None at this time.

2.2 ANTICIPATED

None at this time.

2.3 PRIOR

None at this time.

3. ACTION ITEMS

Open	Date Closed	Action Item & Status	Assigned to
		None at this time.	

Bolded items are new this month